

MEMORANDUM – OFFICE OF THE TOWN ADMINISTRATOR

TO: Board of Selectmen
FROM: Walter P. Johnson, Town Administrator
RE: Weekly Report
DATE: August 22, 2016
CC: All Departments



Town Administrator: This past week's activities included opening bids for the 2016 road projects, two Town Planner candidate interviews, a work session with Donna Kuethe to write a TAP (Transportation Alternative Program) for Phase III of the Pathway project, and attending the Select Board's regular Thursday meeting. Construction and paving is now complete on the intersections of Route 25 & Old Route 109 and Wentworth Shores & Shaker Jerry Road. Thanks to all for your patience during these projects. This week I will be out of the office on Monday and Tuesday. I will attend the Milfoil Committee meeting on Wednesday morning and the Public Safety Building parking lot reconstruction bid opening at 2 p.m. Thursday I will attend the Select Board's work session on Thursday at 4 p.m. and the CIPC public hearing at 7 p.m. An announcement from the Select Board is expected this week regarding a new DPW Director. Congratulations to the Police Department on their successful apprehension of an area bank robber last week! Have a great week everyone!

Finance: Nothing to report this week.

Assessor: Nothing to report this week.

Tax Collector: Nothing to report this week.

Town Clerk: Nothing to report this week.

Public Works & Facilities: Gravel roads were graded on Ben Ayers, Greene's Basin, and Glidden Roads, and a driveway culvert was installed by the crew on Sheridan Road and also ditched. Two trees were removed at the Castle Shores Road intersection project, and also on Ossipee Mountain and Bodge Hill Roads. Trimming was done around the Town line sign on Route 109S. The crew assisted the vendor on road striping center lines and stop bars were done on Lake Shore and Bentley Drives, Wentworth Shores and Blake Roads, and Old Route 109. Signs were maintained on Castles Shores and also Old Route 109. Truck #15 was taken to the dealership for a fuel pump replacement, and the chipper to Nortrax for a chip drum issue. The new truck #11 was registered, the milfoil trailer was dumped twice, and the compost at the Lions Club/Community Garden was stirred up. The crew replaced the cutting edge on the grader, and raked Long Island and States Landing beaches. Two barrels of contaminated used oil was transported to the Wolfeboro HHW facility for disposal. Agent Kinmond had multiple conversations with the Town Engineer, intersection contractor, and Town Administrator regarding the Selectmen's concerns with the Old Route 109 intersection design and then issued a memo regarding his support for the Engineer's design. He also worked with Foreman Wakefield equipping the new truck #11's two-way radio, emergency lighting, and spreader. Agent Kinmond was in communication with the Town Administrator on a personnel matter.

Facility & Grounds Division: Building checks, recyclables, trash and custodial maintenance was performed at all buildings. Mowing continues on the common areas, Playground facility and cemeteries. The F&G Team Leader handled various facility repairs.

WMF Division: The facility assisted the PD with evidence locker clean out and disposal. We shipped 4,740 lbs. of batteries (\$711), 2-MSW, 3-Recyclables and 2-DEMO's. Staff identified that one of the compactor containers will need some welding work.

Moultonborough Police Department: The Moultonborough Police Department recorded 435 log entries, which included the following calls for service, 46 motor vehicle stops, 17 assists to Fire/EMS, 0 Directed Patrols, 2 arrests, 9 complaints, 5 MV Accidents, 6 MV Complaints, 8 residential alarms, 0 commercial alarms and 5 K-9 complaints.

Moultonborough Fire Department: Year to date there has been 379 calls for emergency service. For the period of 8/12/16 to 8/18/16 there were 28 calls for service: (1) Excessive Heat, scorch burns with no ignition; (18) EMS calls; (1) Motor Vehicle Accident with injuries; (1) Motor Vehicle Accident without injuries; (1) Gas Leak (natural gas or LPG); (4) Power Lines down; (2) Assist the physically disabled. Moultonborough received automatic aid from Center Harbor for four incidents. There was one instance of overlapping incidents (two incidents ongoing simultaneously).

Overall Average Response Time (Time of dispatch to apparatus/rescue on scene) 9:34 min/sec

Overall Average Manpower per incident: 4 Firefighters/Incident

Day Time Average Response Time (Time of dispatch to apparatus/rescue on scene) 8:31 min/sec

Overall Average Day Time Manpower per incident: 5 Firefighters/Incident

Night/Weekend Average Response Time (Time of dispatch to apparatus/rescue on scene) 10:59 min/sec

Overall Average Night/Weekend Manpower per incident: 4 Firefighters/Incident

Office of Development Services Planning: Nothing to report this week.

Human Services: Nothing to report this week.

Recreation Department: The week long Rec-Xploration Camp was very successful and ended on Friday the 12th. Challenger soccer camp had 21 participants and ran very successfully the week of August 15th. The summer has wrapped up for the Recreation Dept., lifeguards finished their last shift at Long Island Beach on Sunday and it is now a "No Lifeguard on Duty – Swim at Your Own Risk" facility. The raft will be pulled out this week, but the swim lines will remain through Labor Day at both States Landing and Long Island. The Rec. Dept. was once again very fortunate to have outstanding young people working as counselors, swimming and tennis instructors, and lifeguards. We seem to continually attract the best of the best. With the conclusion of our summer activities, we begin our fall programs. Our first youth soccer clinic will be held this week, beginning August 22nd, and also on August 24th & 25th. Our adult trip to the Moffatt-Ladd House in Portsmouth for Tuesday, August 30th is now full and has a waiting list.

Important Dates to Remember

Board of Selectmen's Work Session, August 25, 2016, 4 PM

Board of Selectmen's Meeting, September 1, 2016, 7 PM

Labor Day, All Non-Essential Departments are Closed, Monday, September 5, 2016

Board of Selectmen's Meeting, September 8, 2016, 7 PM

Board of Selectmen's Meeting, September 15, 2016, 7 PM

Board of Selectmen's Work Session, September 22, 2016, 4 PM

Staff Meeting, Tuesday – September 6, 2016, 9 AM